

BALDWIN TOWNSHIP REGULAR MEETING

November 4, 2013

Present – Supervisors Jay Swanson, Kimberly Good, Larry Handshoe, Tom Rush and Randy Atwood.

Call to Order – The November 4, 2013 Baldwin Township regular meeting was called to order by Chairman Jay Swanson at 7:00 p.m.

Pledge of Allegiance – All present recited the Pledge of Allegiance.

Additions/Corrections to Agenda –

- Move *Approve/Disapprove Final Payment to ASTECH Corporation for Cracksealing in the Amount of \$701.90* to under Variances
- Add SRW Building Permit to New Business
- Add Boat and Motor Update to Old Business
- Add Approve/Disapprove Outdoor Message Board to New Business
- Add Schedule Budget Meeting to New Business
- Add Discuss/Approve/Disapprove New Cell Tower Lease to New Business
- Add Discuss Elk Pint Parking to Old Business
- Add Discuss Roof Update to Old Business

Approval of Regular Meeting Agenda With/Without Additions/Corrections –
Rush/Handshoe unanimous to approve the regular meeting agenda as amended.

Treasurer's Report:

October 2013 Final Treasurer's Report – The clerk reported receipts of \$4,995.34 and disbursements of \$76,582.29, check numbers 17785 through 17854 and 8 EFT payments leaving an unaudited balance of \$406,529.91.

November 2013 Preliminary Treasurer's Report – The clerk reported receipts of \$34,917.53 and disbursements of \$34,994.74, check numbers 17855 through 17911 and 1 EFT payment leaving an unaudited balance of \$408,301.39.

Sheriff's Report – There were 170 calls for service in the month of October. Residents had concerns regarding stockpile, trucks parked along the road and doing u-turns on County Road 9.

Fire Department Report:

Relief Association Report – Chief Rademacher reported that the Relief Association Fund is at \$396,652. There are 31 firefighters. He said that the Relief Association is looking at rewriting the bylaws since its being recommended by the state auditor. After the association votes; the results would be brought before the town board. There are two firefighters who will be retiring the first of the year bringing the total of firefighters

down to 29. The township clerk has been given the telephone number of the state auditor so any relief association issues can be dealt with in a timely manner.

There were 15 calls in the month of October. Fourteen of those calls were medical and one was mutual aid. There have been 186 calls to date.

Approve/Disapprove Purchase of Turnout Gear & Helmets – Rademacher said that the majority of helmets are originally purchased in 2002 and are not NFPA compliant. The Department is looking into purchasing 23 lighter weight, visored and OSHA approved helmets for a total cost of \$6,785. That number would cover all of the firefighters except for the officers. Even though some of the turnout gear has been replaced, the original is already 6 years old. The department would like to outfit all non-probationary firefighters with a different color so they could be identified easier. The cost of 19 sets of turnout gear would be \$30,362.

Handshoe/Atwood unanimous to approve purchasing 23 helmets at \$295.05 each for a total cost of \$6,785.00.

Good/Handshoe unanimous to approve purchasing 19 sets of turnout gear at \$1,598 each for a total cost of \$30,362.00.

The Fire Department purchased a new washer and dryer for the station to have available to wash soot off the gear. There is a training burn with Princeton at the end of October. When being paged out, the cell phones are now set up with apps showing distances of where the firefighters are at.

Approval of Consent Agenda:

Approve Town Board Meeting Minutes of October 3, October 7, October 15 & October 22 (2 sets), 2013 – Handshoe motion to approve all of them except for October 15th as when we were doing the roof it says that Randy abstains from voting and I think he voted. The clerk stated she had received a call from Supervisor Atwood and the abstaining portion of the minutes were deleted and the most current copy of the draft minutes were sent to the town board and are now on the table for approval. Swanson then read out loud how that portion of the minutes read. Handshoe stated that was fine and he is okay with it as that was the only reason he was pulling it. Rush seconded the motion. Good questioned if, on page 3 of the October 15th meeting minutes, it should read 25% instead of 75%. She stated that this section was so wordy that it should be verbatim. Swanson stated that the audio of the meeting from October 15th was reviewed by the clerk. Good stated that she would like to hear the tape with Swanson telling her she was more than welcome to listen. Motion carried with Good opposed.

Open Forum for Citizens – Rob O'Malley, 284th Avenue, said that the hump that backed up the water on 284th Avenue is still there. Bogart will check it out.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS:

Discuss County Commissioner Response for Trail Maintenance in Deer Trails – Swanson contacted Nancy Riddle to set up a meeting a day in the week of November 4. The exact date is not yet known. Bogart and Good will also attend.

Approve/Disapprove Final Payment to ASTECH Corporation for Cracksealing in the Amount of \$701.90 – Handshoe/Atwood unanimous approve final payment to ASTECH for cracksealing in the amount of \$701.90.

SRW Building Permit – Swanson stated that the township was asked by the county to have the township engineer look at the drainage plan for SRW. In 2006 the board, at that time, was asked by the county to choose either using their people or the township engineer. The board, at that time, chose the township engineer. This is the first time it has had to happen. There is no procedure in place. Swanson contacted the township engineer, Jon Bogart, as the SRW owner had contacted him. Bogart was able to get everything wrapped up that day. Bogart asked that the board discuss how the process can be formalized. The board will schedule a workshop to discuss.

VARIANCES: None.

OLD BUSINESS:

Park Committee Report – Rush talked about the Young Park rules. The Park Committee is also looking into getting the pavilion, and a basketball court, next year. There will be no meeting in December or January. Rush said the committee is possibly looking at land for ball fields and soccer fields. The next set of goals would be to start looking at improvements for Goose Lake.

TCI Baldwin Volunteer Corps Update – Good discussed the direction in which the Volunteer Corps is attempting to take especially in how to support businesses. Don Hickman is planning on attending the next meeting.

Approve/Disapprove BVC Donation in Earmarked Fund for Park Pavilion – Handshoe/Rush unanimous to approve \$475 from the FunFest silent auction be in an earmarked fund for the Young Park pavilion.

Discuss/Approve/Disapprove Adding Funfest Fund to Budget – Good/Handshoe unanimous to approve adding a FunFest Fund to the budget with the goal of the festival becoming self supporting.

Joint Committee with City of Princeton Status – Swanson reported on the joint committee meeting with the City of Princeton. Proposals were laid out; there were discussions regarding merging and island annexations. Princeton Township has

effectively cut off city development to the north with planned unit development. The clerk was present to take notes; and the agreement will be rewritten in accordance to the changes made by both entities. It looks like Baldwin and the City of Princeton are moving forward. Swanson said there is one stipulation and that is if Baldwin incorporates, the agreement is called off. Rush will bring the notes and updated agreement to the November 19th meeting.

Discuss/Approve/Disapprove Purchase of Carpet for Townhall – Good/Handshoe unanimous to table until after the budget meeting.

Discuss 120th Street – Handshoe reported on the status of the work being done by DRT Biosolids on 120th Street. They will be done in about 2 weeks and the roads will be brought back to the way it was. He has been out there to inspect and has determined that the culvert is getting a little weak.

Boat and Motor Update – After the motor has been repaired, the boat and motor will be put up for auction. Handshoe said he knows of a few people interested.

Discuss Elk Point Parking – There is no record recorded at the county, nor elsewhere, that Elk Point is privately owned for parking. They will need to provide the proof of any transactions.

Discuss Roof Update – Swanson said the insurance company is willing to work with us on May 30th. It was decided to hold off on reroofing the park building. Arrangements need to be made to have the dumpsters removed.

TABLED ITEMS:

Approve/Disapprove Planning Commission Bylaw/Ordinance Change – Rush/Good unanimous to approve changes to the Planning Commission Bylaw/Ordinance.

Open/Review/Approve/Disapprove Young Park Boardwalk Quotes – Two quotes were received. One from Patten Landscaping for \$46,988.75 and one from Helmin Construction for \$29,997.81. Handshoe/Atwood unanimous to disapprove the Young Park boardwalk quotes.

Approve/Disapprove Park Rules Sign – Handshoe/Swanson unanimous to approve the Young Park rules sign with the agreed changes of taking off 'No Alcoholic Beverages' and adding 'Users of Young Park also subject to Baldwin Township Park Ordinance.'

NEW BUSINESS:

125 ½ Street Road Condition in the Commercial Area – Ross Perry was present and stated that he is working with one of his friends who is a commercial property owner.

They tried the whole petition thing and found that the larger property owners are not receptive to it (paving). They are thinking about possibly horseshoeing the road and leaving the last portion gravel. The area has a huge drainage problem. There is a lot of semi traffic which is really rutting out the road. He feels it is not reflective of what we want our business community to look like. The majority of the northern end would like to see the roads paved. This is just an option as they are trying to figure out solutions. He would like to see the township have the engineer look at what it would cost to correct the runoff if enough property owner signatures are obtained. Rush questioned who would pay for the engineer and public hearing? Atwood stated that the board could create a subordinate service district for a feasibility study and then create another to go forward. Handshoe stated that the road is in need of class 5 and will be graded in the next couple of days. There was discussion regarding adding calcium chloride to the area. Swanson stated that it can be a part of the budget talks. Mr. Perry stated that he is trying to put something together for the beginning of 2014 and wanted to ensure that there may be a possibility that the board would entertain a horseshoe road. Atwood responded that the board would entertain options.

Discuss Paving Roads, 133 and 133 ½ Street – Robert Freese was present with official subordinate service paperwork with signatures on them. He has received 14 signatures for and 4 against. 3 signatures have not yet been obtained. It has been 12 years since the roads have been graveled (about a ½ mile road). Swanson stated that the clerk will verify that all are true landowners along with achieving the proper percentage. If over 50% the township will proceed with feasibility studies. Atwood stated that he would like clarification of what they are looking for. Mr. Freese stated that, if not tarred, they would like to see gravel and dust control. Swanson stated that if the signatures add up then commission the township engineer to come up with numbers and then hold a public hearing. Atwood stated that the township could do a subordinate service district for a feasibility study then that would dictate what the township does with gravel, chloride or tar. Swanson stated that the clerk will verify the names and then the township will contact the engineer to determine what the fees will cost.

Review/Approve/Disapprove Local Board of Appeal & Equalization Trained Board Member Certification as Required by the Minnesota Department of Revenue – Good/Handshoe unanimous to approve Swanson as the local Board of Appeal & Equalization trained board member as required by the Minnesota Department of Revenue.

Approve/Disapprove Planning Commission 2nd Meeting Per Month – Handshoe/Good unanimous to approve a second meeting for the Planning Commission on an as needed basis only.

Approve/Disapprove Hiring Seasonal Snowplow Operators – Handshoe/Atwood unanimous to approve reinstating Mark Otis, Phil Fadden, Jason Aurandt and Joe Zabilla with alternates of Larry Handshoe and Terry Carlile. Good stated that they need to be sent out for drug screens and the hiring would be contingent on passing the drug test.

Approve/Disapprove Snowplow Driver Compensation Policy – Handshoe/Rush unanimous to increase by \$1.00 an hour from \$16.00/hour to \$17.00/hour for plow drivers after 5 years. Good made a friendly amendment to say 5 consecutive years. The friendly amendment was accepted by both Handshoe and Rush.

Personnel Application Polices – Discussion whether a deadline to accept applications was really needed. It would be less complicated to just keep applications on file for 1 ½ years.

Schedule Budget Meeting – The budget meeting is scheduled for November 26, 2013 at 7:00 p.m. with Good/Handshoe unanimous to Rush and the township clerk working to get the information together.

Approve/Disapprove 2014 Meeting Schedule – Good/Handshoe unanimous to approve the 2014 meeting schedule after moving the November meeting to November 10th.

Approve/Disapprove Resolution 13-19, Resolution Authorizing Contract with Interested Officer - Good/Handshoe unanimous to approve Resolution 13-19, a Resolution Authorizing Contract with an Interested Officer.

Discuss/Approve/Disapprove Equipment Trailer Repairs – Handshoe/Atwood unanimous to table repairs to the equipment trailer.

Approve/Disapprove Repairs on Truck #4 Plow – Handshoe/Rush unanimous to table approve/disapprove repairs on plow truck number 4.

Approve/Disapprove Final Payment to ASTECH Corporation for Cracksealing in the Amount of \$701.90 – See above.

Discuss/Approve/Disapprove Sharing Backup Snowplow Drivers with Livonia Township – Doug Manthei, Supervisor from Livonia Township, was present and stated that they are short as two of their guys have resigned. One of their backup drivers cannot do it. Their township was wondering if they could take some of Baldwin's back up drivers if snow, before people, are hired. Handshoe stated that the township can do it. Good stated that she thinks we should help our neighbors. Swanson stated that it would be forcing employees to do something they don't want to do. If our alternates are willing it would be between Livonia and them. Good stated that Baldwin could offer our backup drivers the option of going with Livonia. Swanson sated that Baldwin could only let them know that Livonia is looking for drivers also and have them contact their clerk. Mr. Manthei stated they pay \$18.00 an hour and it would be only until the position is filled. They have 80 miles of road with 7 trucks.

Mr. Manthei stated he had another request as they lock their road grader man and was aware that Baldwin stated they knew of somebody who would grade roads if using their road grader. Both Swanson and Handshoe know of someone who could possibly grade

both Baldwin and Livonia with Baldwin renting the grader from Livonia. Mr. Manthei stated that they would pay about \$22.00/hour for the operator. There is 3 miles of gravel road in Livonia. Rent for the grader would be about \$125.00/hour.

Approve/Disapprove Outdoor Message Board – A motion was made by Handshoe; seconded by Good to purchase an outdoor message board for under \$800. With voice vote taken Good and Handshoe in favor; Swanson, Rush and Atwood opposed. Motion fails.

Approve/Disapprove Cell Tower Lease – Rush/Good unanimous to table until the November 19, 2013 meeting.

Announcements:

- Office Closed Monday, November 11th in Observance of Veteran's Day

ANY OTHER BUSINESS:

Good questioned how the agreement the township has with the resident who is building on 284th Avenue is utilized. Swanson stated that the township engineer will go out to the site and the homeowner will be responsible for the fees.

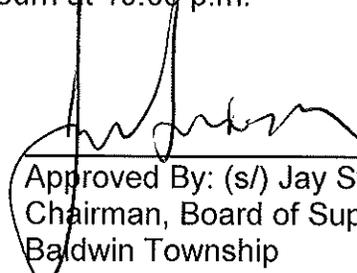
Good asked that the Deer Trail 2nd Addition second driveway be added to the November 19th agenda for discussion.

Motion to Approve Bills for Payment – Good/Handshoe unanimous to approve for payment check numbers 17855 through 17911 and 1 EFT payment totaling \$34,994.74 minus check number 17859 for \$6,225.00 to Bogart Pederson.

Adjourn – Handshoe/Rush unanimous to adjourn at 10:05 p.m.



Submitted By: (s/) Cathy Stevens
Clerk/Treasurer
Baldwin Township


Approved By: (s/) Jay Swanson
Chairman, Board of Supervisors
Baldwin Township

11-19-2013

Date

Attendees: Lester Kriesel, Rob O'Malley, Mike Rademacher, Audrey Misiura, Dean Kleinhans, Ross Perry, Chuck Nagle, Jon Bogart, Dave Patten